



Clintonville Elementary School PTA Agenda Thursday 9/27/2018 7:00 pm

Secretary: Tammy Lizotte

1. Opening of meeting (Megin Kelly - President) Time: 7:10pm
 - a. Introduction of the Executive Board and PTA members in attendance
2. Principal Shares (Mrs. Dowling):
 - a. 333 students attending Clintonville this year
 - b. Fire Drills – There have been 3 this year (none of the 3 were fires - electrical repair caused the first one, 2nd fire drill was planned practice, 3rd fire drill from the humidity in air in school and set of the smoke detector)
 - c. Have had one lockdown practice drill with the SRO for the first time – teachers prepped the classes prior to the practice (Mrs. Dowling will report them in newsletters in the future for family awareness)
 - d. SRO has noted concerns about the traffic / driving through the parking lot– Mrs. Dowling and the SRO will be working on holding to the expectations of parking, drop-offs, and use of fire lane
 - e. Instituted bus rooms for students to group up to load buses and expand student familiarity with staff
 - f. Parents pick up line expected to form between white line and the building to improve efficiency of bus dismissal – the students will be dismissed from the white line to driveway
 - g. Spirit day on Friday 9-28-18 about summer experiences
 - h. Writers workshop out of Teacher's College out of New York – trainers come to help facilitate lessons to students – moving into reader's workshop initiative will begin
 - i. Governors Reading Challenge – send in number of books read along with summer results from Math Challenge, Read, Write, and Math
 - j. Birthday Celebrations – Student's name is announced and get birthday pencil from office (parents are encouraged to have crafts, music, if they wish to have a small classroom celebration with the teacher's support). NO FOOD will be allowed in the classroom given the North Haven Nutritional Policy and allergy awareness
 - k. 5th grade leadership counsel – 100% of the 5th grade to participate by demonstrating the four character traits of the school – Students recently had a school wide assemble with the Wizards basketball team and 5th graders were wonderful role models
 1. 5th grade teachers picked students who demonstrated positive leadership and were given tickets to the Wizards basketball fundraiser on October 6, 2018
 2. To highlight students serving as role models, pictures of students will be posted in office in the near future.
 3. District and Clintonville website will be changing in the 2019-20 academic year to be more user friendly
 4. The weekly Sunday call will no longer be completed as it is meant to be for emergency calls and essential information
 5. Families need to complete the registration online if they have not already done so – can call the district tech department at central office or use kiosk at Clintonville
 6. Teachers and nurse were fantastic during heat waves – had 6 cooling center areas. Students presenting with breathing or heat issues were monitored frequently – members of the Board of education walked through the schools at various times to note impact of heat
3. PTA Council Report (Nicole D'Aria):
 - a. Breakfast with Santa on December 8
 - b. Montowese has new playground
 - c. Montowese will be trying STEM and enrichment classes in Spring with consultation from Clintonville PTA
 - d. Blood Drive sponsored by Ridge Road – coordinators are looking to pair up with another elementary school
 - e. Trunk or treat – October 27, 2018 from 4-5pm
 1. Need to register at rec center

- f. Wizards game on October 6, 2018
- g. New science, spec education, French teacher at Middle school as well as SRO
- h. Interact club fundraisers / running event will focus on cancer patients' needs
- i. PTA dues \$180.00
- j. Turf field temperatures are concern and will be monitored
- k. Looking for alternative Art option (not square one)

4. Board of Education Representative Report (Lisa McCann):

- a. Sept 13 meeting topics:
 - 1. Focused on retirement of Dr. Cronin and the search process
 - On Oct 2 and Oct 24 public forums will be held
 - 2. Air conditioning ideas – parental / district concern about heat – ideas discussed were sharing middle school old fans amongst elementary schools and / or air conditioning installed in gyms for large area access
 - 3. Acceptable use of field – fees may apply
 - 4. SROs in all 6 schools
 - 5. Homework policy approved and posted

5. Treasurer Report (Holly Gifford):

a. Financial Policies for Clintonville PTA

- 1. PTA deposit form must be filled out or monies will not be accepted (form on website)
- 2. Reimbursement form with original receipt(s) must be filled out or reimbursement cannot be made. Reimbursement is check only. No cash. (form on website)
- 3. Committee chairs must meet with the PTA Treasurer within one week of fundraiser/event in order to exchange monies collected.
- 4. If fundraiser is ongoing, committee chair(s) and PTA Treasurer are required to meet one time per week to exchange monies collected. This is so checks can be deposited in a timely manner.
- 5. If checks are bounced, the person who wrote the check will be responsible for refunding the check plus bank fees with cash or money with cash or money order only. If it is a continuing problem, Clintonville Elementary PTA may refuse to accept checks from that person in the future.
- 6. All check requests and/or deposits for PTA events or vendor payments must be requested at least 48 hours in advance to the Treasurer.
- b. NEW! SQUARE Point of Sale app – there is a slight fee to use them (2.85%) of total sale
- c. Review policies & procedures for bounced checks with a 3 step reminder to resolve – first an email reminder, then courtesy letter, and lastly the PTA will no longer accept checks from family
 - 1. If families / students are in need, there are PTA financial aid forms on the website for anyone who is in need– it is CONFIDENTIAL
 - 2. Mrs. Dowling is also a confidential resource and support for families' experience financial constraints
- d. If you are running a committee, there will be a budget that will be provided (please contact Holly Gifford for amount) – all flyers need to be approved by Mrs. Dowling (and can route it through Megin Kelly)

6. President (Megin) shares:

- a. Welcome Brian O'Connor – new PTA Co-Treasurer
- b. PTA Website – great place to download forms, school calendar, Committee list with email contacts, etc.
- c. 2018-2019 Committees – we hope you consider joining a Committee and helping out!
- d. Room Contact Guidelines – volunteer sign up by Friday September 28, 2018 - there will be a meeting for all room contacts at 6:45 pm on October 23, 2018 prior to the October PTA meeting to review
- e. Trimester enrichment sign up
- f. Changes to PTA bylaws ~ official vote will take place at the 10/23 PTA meeting
 - 1. Can vote in an executive board member after May election – Clintonville Executive Board elected co-treasurer
- g. Suggestions by 5th grade activities committee
 - 1. (2) family mixers to replace VIP Night and Someone Special Dances– glow stick dance / luau
 - 2. Changing 5th grade fundraisers to all school fundraisers
 - 3. Monthly family activity

4. Moving restaurant fundraiser to JRoos venue on November 14, 2018 – 5pm-10pm with raffle
 - Need help with raffle baskets, donations
 - Contact Kelley Lucatino if willing to volunteer
5. Pampered Chef (Jamie Wood is the representative) fundraiser instead of Yankee Candle (voted by Executive Board on 9/7) – Kathy Majeiko
6. Amazon Smile – go on www.smile.amazon.com and select Ptsa Connecticut Inc PTA-Ct Clintonville – a percentage will be sent back to the PTA general fund
- h. How to communicate/get updates from Clintonville PTA:
 - Join our email distribution list (Constant Contact monthly blasts)
 - "REMIND" app - text messaging
 - clintonvillepta@gmail.com (email address is checked multiple times a day!)
 - FACEBOOK - "Like" our page today! <https://www.facebook.com/ClintonvillePta/>
7. Current Clintonville Important 2018-2019 Dates:
 - a. All PTA Meetings for 2018-2019 Year will be in the Clintonville Conference Room from 7:00 pm to 8:00 pm – October 23, 2018; November 14, 2018; January 22, 2019; March 5, 2019; April 2, 2019; May 15, 2019
 - b. Open House - Tuesday September 25, 2018 (6:00 pm to 8:00 pm)
 - c. Picture Day – Tuesday October 2, 2018 – Russell's photography
 - d. JA Day - October 9, 2018 ~ Training for JA Day is Monday October 1st (6:00 pm to 8:00 pm in the Conference Room) – chair is Brian O'Connor (IN NEED OF VOLUNTEERS)
 - e. "Boo Bingo" - October 24, 2018 (6:00 pm to 8:00 pm) – chair is Andrea Samperi
 - f. Fall Festival - October 31, 2018 – NO FOOD PLEASE
 - g. Book Fair – coincides with Fall Conferences - November 28 (5-8pm), November 29 (4-6pm), November 30 (1:15 - 3:15pm) – each day will be 1pm early dismissal for students
 - h. Restaurant fundraiser at JRoos – November 14, 2018
 - i. Holiday Bazaar – December 1, 2018
 - j. Winter Music Concert – December 10, 2018
 - k. School Wide PBIS Spirit Day / PJ Day – December 21, 2018 (ALL SPIRIT DAYS CAN BE FOUND ON PTA WEBSITE – monthly calendar)
 - l. Friendship Day – February 14, 2019
 - m. TV Turn Off Activities – February 26-28, 2019
 - n. Book Fair – coincides with Spring Conference - March 20 (5-8pm), March 21 (4-6pm), March 22 (1:15-3:15pm) – each day will be 1pm early dismissal for students
 - o. VIP Night – March 15, 2019 (6:30pm to 8:30pm)
 - p. Color Run – April 7, 2019
 - q. NHEF Annual Spelling Bee – April 25, 2019
 - r. Someone Special Dance – April 28, 2019 (7:00pm to 9:00pm)
 - s. Teacher Appreciation Week – April 29, 2019 to May 3, 2019 -
 - t. Plant Sale – May 10, 2019 (tentative). **WE NEED A CHAIRPERSON**
 - u. Movie Night – June 7, 2019
 - v. CRIF – December 2018
 - w. End of School Picnic TBA –
8. Open discussion conducted when member raised concerns about having lack of communication about the kindergarten to 1st grade transition (expectations, how parents can support) – suggested summer communication about expectations
 - Suggestions to be informed about instructional changes for each grade through website posts, PTA meetings as a forum to ask questions or get family support, grade level teacher groups creating a transitional flyer as a response to the change in finding about teacher's assignments in the summer and not at end of prior school year
 - Mrs. Dowling will speak with the lead teachers and teacher teams to create a transitional flyer for parent engagement that mirrors the student preparation, using OWL academy as a forum to address transitional expectations –
 - Frequently asked questions sheet discussed for kindergarten and families new to Clintonville

- Some families have created closed grade level Facebook pages to share
- Other ways to get information
 1. Get involved with the PTA
 2. Join our email distribution list (Constant Contact monthly blasts)
 3. "REMIND" app - text messaging
 4. clintonvillepta@gmail.com (email address is checked multiple times a day!)
 5. FACEBOOK - "Like" our page today! <https://www.facebook.com/ClintonvillePta/>

9. Close of Meeting: Motion: Megin 9:08 2nd: approved

NEXT PTA MEETING – Tuesday October 23, 2018

Guest speaker is Dr. Joe Erardi, Educational Consultant for New Superintendent Search Process